

Swimming WA Incorporated

Membership Policy

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1. Policy Overview and Purpose

Swimming WA (**SWA**) is the peak body for Swimming in Western Australia (WA). SWA seeks to promote, strengthen and advocate for the swimming community in WA.

Our members are clubs, individuals, regions and other organisations involved in the conduct of activities related swimming within WA.

We support our members through providing meaningful competitions, regular communication, and advisory support, for relevant events and projects to further enhance swimming in WA.

The SWA Constitution requires the SWA Board to determine certain matters in relation to SWA's membership. The purpose of this Membership Policy is for the Board to make these determinations and in particular to define for each category of Member as set out in the section 8 of the SWA Constitution, and under sections 9 and 10 of the Constitution, to determine the:

- Criteria for new and continuing members to join or rejoin under each membership category; and
- Annual fees payable by Members in each membership category.

2. Effective Date

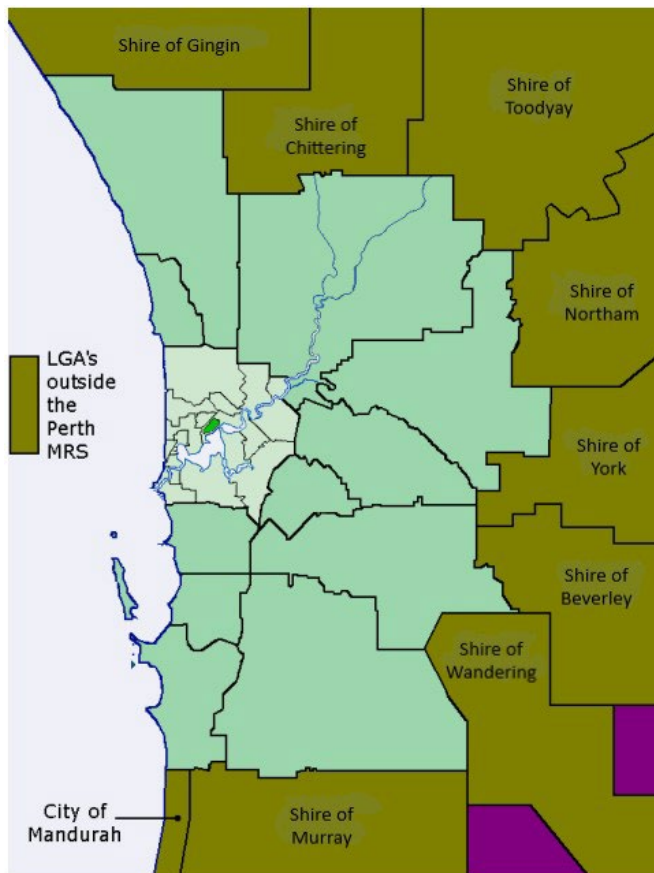
This policy is made by the SWA Board under the power of section 58(1) of the Constitution.

3. Definitions

In this Policy unless the contrary intention appears:

Terms defined in section 1 of the SWA Constitution: take the same meaning in this Policy.

Metropolitan Area: The metropolitan area of Perth means the Planning and Development Act 2005 to include 30 local government areas with the outer extent being the City of Wanneroo and the City of Swan to the north, the Shire of Mundaring, City of Kalamunda, and the City of Armadale to the east, the Shire of Serpentine-Jarrahdale to the southeast and the City of Rockingham to the southwest, and including the islands of Rottnest Island and Garden Island off the west coast.



4. Membership Categories

For each of the categories of Member set out in section 8 of the Constitution, an entity or individual must satisfy the following criteria to be, or remain, eligible for membership under that category.

4.1. Member Club

4.1.1. Incorporated under the Act

- (a) A Member Club is generally required to be incorporated.
- (b) The Board may approve an unincorporated club becoming a Member Club, including where the club prevented from becoming incorporated.
- (c) The Board may approve a club which is part of a school becoming a Member Club where evidence is provided as to the relationship between the school and the proposed Member Club and the resulting potential liabilities of the members of the proposed Member Club. The application must also be supported in writing by the Principal of the school.

- (d) Where the Board approves an unincorporated club becoming a Member Club it may do so subject to conditions.

4.1.2. Regional Member Clubs and Metropolitan Member Clubs

- (a) A Regional Member Club is a Member Club with a pool located outside the Metropolitan area, or if their pool is located in the Metropolitan Area the Board has approved the Member Club being a Regional Member Club.
- (b) A Metropolitan Member Club is a Member Club that is not a Regional Member Club

4.1.3. Annual membership affiliation agreement

- (a) A Member Club is required to agree to, and comply with, SWA's Annual Membership Affiliation Agreement
- (b) The Board shall determine from time to time the obligations to be included in the SWAs Annual Membership Affiliation Agreement
- (c) The SWA Annual Membership Affiliation Agreement is attached as **Appendix A** of this Policy

4.1.4. Minimum number of individual members

A **renewing Member Club** must maintain the following minimum number of individual members:

- (a) Metropolitan Member Clubs:
 - 25 Club Swimmer Members; and
 - 12 Club Non-Swimmer Members
- (b) Regional Member Clubs
 - 12 Club Swimmer Members; and
 - 8 Club Non-Swimmer Members

4.1.5. Training venues

- (a) Each training venue consisting of a pool, or pools, at the same venue will generally only have one Member Club operating from that venue with that Club known as the Resident Member Club
- (b) If a Member Club wishes to utilise on a temporary basis a training venue at which there is already a Resident Member Club, consent should be sought from the Resident Member Club, which should not be unreasonably withheld.
- (c) If a Member Club wishes to utilise on a training venue for an extended period (six months or more) at which there is already a Resident Member Club, consent should be sought from both the Resident Member Club and the Board, which should not be unreasonably withheld.
- (d) Where under existing arrangements Member Clubs share a training venue they should seek to work and train in harmony, respecting the status of the Resident Member Club

4.1.6. New Member Club

4.1.6.1 New Member Club Requirements

In considering an application for a swimming club to become a new Member Club the Board will consider the following:

Factor	Comments
One Member Club per training venue	<ul style="list-style-type: none"> There is a preference for there to be only one Member Club at each training venue. If a swimming club wishes to operate from a pool where there is already a Member Club, they will need to provide compelling reasons to the Board.
New Individual Members	<p>Metropolitan Club</p> <p>A swimming club which is a Metropolitan Club applying to be a new Member Club must establish that it will have the following Individual Members if approval is granted for it to join as a Member Club:</p> <ul style="list-style-type: none"> 40 Club Swimmer Members; and 12 Club Non-Swimmer Members <p>None of these members can be members of an existing Member Club at the time of the application.</p> <p>Regional Club</p> <p>A swimming club which is a Regional Club applying to be a new Member Club must establish that it will have the following Individual Members if approval is granted for it to join as a Member Club:</p> <ul style="list-style-type: none"> 15 Club Swimmer Members; and 8 Club Non-Swimmer Members <p>None of these members can be members of an existing Member Club at the time of the application.</p>
Other Member Clubs	<p>The Board will also consider the number of Member Clubs within 5 km of the training venue of the applicant swimming club for metropolitan clubs, and 50km for regional clubs, and the impact on these existing Member Clubs of approving the application for a new Member Club.</p>

4.1.6.2 Information required to apply to be a new Member Club

A swimming club applying to become a Member Club must provide the following information with its application:

- (a) A copy of the swimming club's Constitution.
- (b) Details of the club colours and club emblem
- (c) Details of the individuals applying for membership to meet the requirement detailed in the table above.
- (d) Details of the club's Management Committee by position, name and contact details.
- (e) Confirmation that all Management Committee members have current Working with Children Checks
- (f) Identify the home pool for training and club competition.
- (g) Where an applicant swimming club falls under the auspices of an educational institution, provide a statement from the educational institution that supports the application and outlines the role, and level of control, that the educational institution will have over the swimming club, including any operational constraints.

4.1.6.3 Application for Membership as Member Club and Provisional Membership

- (a) In considering an application from a swimming club to become a Member Club the Board may in its absolute discretion:
 - i. approve the swimming club as a Provisional Member Club for a period of at least 6 months from the date of the approval of the application (Provisional Period);
 - ii. approve the swimming club becoming a full Member Club; or
 - iii. Reject the membership application.
- (b) In accordance with clause 4.1.6.3(a)(i) the Board may approve the swimming club as a Provisional Member Club subject to any conditions (**Provisional Membership conditions**) which shall include the following:
 - i. The Provisional Member Club meets the new member requirements in clause 4.1.6.1 within 30 days of the date of approval of provisional membership;
 - ii. The Provisional Member Club holds at least one Club Night (racing for club members) during the Provisional Period.;
 - iii. The Provisional Member Club, its Members, or anyone acting on behalf of the Member Club, must not seek to recruit Swimming Members from other Member Clubs.
 - iv. Where the Provisional Member Club is connected with a school, students at that school must be free to join either the Provisional Member Club or other Member Clubs (or remain members of other Member Clubs)
 - v. Any other conditions determined by the Board
- (c) The Provisional Member Club, and Individual Members of that Provisional Member Club, shall have all the rights of a Member during the Provisional Period.

- (d) If the Provisional Period includes 30 June, then the Provisional Members Club's membership renewal date will be the end of the Provisional Period rather than 30 June.
- (e) The membership fee for a Provisional Member Club for the Provisional Period is set out in **Appendix B**. The membership fee for the first period as a full Member Club shall be the amount set out in **Appendix B** even if this first period is not a full membership year..
- (f) Individual Members of the Provisional Member Club shall continue to have a membership renewal date of 30 September.
- (g) After the Provisional Period, the Provisional Club Member shall provide the Board with evidence that it has complied with all its Provisional Membership Conditions.
- (h) At the Board Meeting following receipt from the Provisional Member Club of evidence of compliance with the Provisional Membership Conditions, the Board shall either:
 - i. Approve the Provisional Member Club becoming a full Member Club provided the Board is satisfied that the club has complied with all the provisional membership Conditions.
 - ii. Extend the provisional membership for a further period of 6 months (one extension only) to provide additional time for the Provisional Member Club to meet all the Provisional Membership Conditions.
 - iii. Not approve the Provisional Member Club becoming a full Member Club, if has NOT complied with all the Provisional Membership Conditions or for other reasons in the absolute discretion of the Board.
- (h) If the Provisional Member Club ceases to be Member Club in accordance with clause 4.1.6.3 (g)(iii) then:
 - i. At this date the Provisional Member Club will cease to be a Member Club and cease to have any rights of a Member Club.
 - ii. All Individual Members of the Provisional Member Club will become Unattached Members and will have 6 months to join another Member Club, or cease to be Individual Members at the end of those 6 months.

4.1.7. Vulnerable Member Club

- (a) A Vulnerable Member Club is a Member Club whose membership falls below the minimum number of members as required by section 4.1.4 of this policy, or meets other requirements as determined by the Board.
- (b) A Vulnerable Member Club may renew its membership and continue as a Member Club for 12 months after the date of renewal despite not meeting the minimum number of members as required by section 4.1.4 of this policy.
- (c) At the end of this 12 months the Vulnerable Member Club will cease to be a Member Club unless their status as a Vulnerable Club is extended by the CEO.

4.1.8. Member Club in recess

- (a) A Member Club can advise the CEO that they intend to go into recess.
- (b) A Member Club going into recess can request that SWA hold their assets on Trust.

- (c) A Member Club is still required under the *Associations Incorporation Act 2015* (WA) to register via the method outlined by the body responsible for administering the Act, and to comply with the legal obligations and rights that apply to an entity incorporated under the Act. .
- (d) Any Member Club, emerging from a period of recess shall be required to apply to become a new Member Club.

4.2. Affiliate Entity

4.2.1. Incorporated under the Act

- (a) An Affiliate Entity is generally required to be incorporated to provide limited liability for its members.
- (b) The Board may approve an unincorporated entity becoming an Affiliate Entity, including where the entity is prevented from becoming incorporated.
- (c) Where the Board approves an unincorporated entity becoming an Affiliated Entity it may do so subject to conditions.

4.2.2. Annual membership affiliation agreement

- (a) An Affiliated Entity is required sign and comply with the SWA's Annual Membership Affiliation Agreement
- (b) The Board shall determine from time to time the obligations to be included in the SWA's Annual Membership Affiliation Agreement
- (c) The SWA Annual Membership Affiliation Agreement is attached as **Appendix A** of this policy.

4.3. Member Region

4.3.1. Boundaries of Member Regions

- (a) The SWA Board will determine (from time to time) the boundaries for each Member Region using the Department of Local Government Sport and Cultural Industries' regions as a guide.
- (b) The boundaries for each Member Region will be determined as far as possible to achieve a balance in the number of Member Clubs in each Member Region.

4.3.2. Minimum number of Member Clubs

A Member Region must have at least two Member Clubs which are members of the Member Region.

4.3.3. Incorporated under the Act

A Member Region is required to be incorporated under Act.

4.3.4. Annual membership affiliation agreement

- (a) A Member Region is required sign and comply with the SWA's Annual Membership Affiliation Agreement
- (b) The Board shall determine from time to time the obligations to be included in the SWA's Annual Membership Affiliation Agreement
- (c) The SWA Annual Membership Affiliation Agreement is attached as **Appendix A** of this policy

4.4. Club Swimmer Member

4.4.1. Member of a Member Club

- (a) A Club Swimmer Member must be a member of the Member Club, unless they have approval from the Board to be an Unattached Member
- (b) If an individual is not a member of a Member Club, or ceases to be a member of a Member Club (including because the club of which they were a member ceases to be a Member Club), they may apply to become an Unattached Member

4.4.2. Subcategories of Club Swimmer Members

- (a) Each Club Swimmer Member must meet requirements of one or more of the subcategories of Club Swimmer Members set out in the table below, and will be entitled to compete in the meets detailed in the table below for that subcategory.
- (b) A Club Swimmer Member may at any time apply to change to a different subcategory of Club Swimmer Member, but must pay the difference between the membership fee for the original subcategory and the membership for the new subcategory.

Subcategories of Club Swimmer Member	Requirements	Competition entitlement
Annual	<ul style="list-style-type: none"> 9 years of age or older If swimmer is under 18 years of age a parent/guardian must join as a parent/guardian member 	<ul style="list-style-type: none"> All SWA and Swimming Australia sanctioned competitions
Seasonal	<ul style="list-style-type: none"> Member of a Member Club whose pool is only open for some, or all, of the period from 1 October to 30 April 9 years of age or older If swimmer is under 18 years of age a parent/guardian must join as a parent/guardian member 	<ul style="list-style-type: none"> All SWA and Swimming Australia sanctioned competitions between 1 October and 30 April

Participation	<ul style="list-style-type: none"> • 9 years of age or older • If swimmer is under 18 years of age a parent/guardian must join as a parent/guardian member 	<ul style="list-style-type: none"> • All SWA competitions in tiers 5 to 7 in the Competition Framework
Fitness	<ul style="list-style-type: none"> • 9 years of age or older • Training only • If swimmer is under 18 years of age a parent/guardian must join as a parent/guardian member 	<ul style="list-style-type: none"> • Internal Club competition only
Junior Dolphins	<ul style="list-style-type: none"> • 5 to 8 years of age • a parent/guardian must join as a parent/guardian member 	<ul style="list-style-type: none"> • All SWA competitions in tiers 7 and 8 in the Competition Framework.
90 Day Training	<ul style="list-style-type: none"> • 9 years of age or older • Only available from 1st January to April • Can only be used once per calendar year 	<ul style="list-style-type: none"> • Club and Intra-club competitions only during the membership period
Open Water	<ul style="list-style-type: none"> • 9 years of age or older • Is not required to be a member of a Member Club. 	<ul style="list-style-type: none"> • All SWA open water events only.

4.5. Club Non-Swimmer Member

4.5.1. Member of a Member Club

- A Club Non-Swimmer Member must be a member of the Member Club, unless they have approval from the Board to be an Unattached Member
- If an individual is not a member of a Member Club, or ceases to be a member of a Member Club (including because the club of which they were a member ceases to be a Member Club), they may apply to become an Unattached Member

4.5.2. Subcategories of Club Non-Swimmer Members

- Each Club Non-Swimmer Member must meet requirements of one or more of the subcategories of Club Swimmer Members set out in the table below and will have the entitlements detailed in the table below.
- A Club Non-Swimmer Member may at any time apply to change to a different subcategory of Club Non-Swimmer Member.

Categories of Club Non-Swimmers	Requirements	Entitlement
Coach	<ul style="list-style-type: none"> • 16 years or older • Holds one of the following current coaching accreditations: <ol style="list-style-type: none"> a) Swimming Australia – Development Coach, Advanced Coach, or Performance Coach or equivalent • Hold a current Working with Children Check (WWCC) 	<ul style="list-style-type: none"> • Coach at SWA and Swimming Australia sanctioned competitions • Coach Club Swimmers
Foundation Coach	<ul style="list-style-type: none"> • 16 years or older • Holds one of the following current teaching accreditations: <ol style="list-style-type: none"> a) Swim Australia™ - Foundation Coach (or prior equivalent) b) AUSTSWIM Teacher of Towards Competitive Strokes • Hold a current Working with Children Check (WWCC) 	<ul style="list-style-type: none"> • Teach at SWA and Swimming Australia sanctioned competitions • Teach Club Swimmers within their scope of practice.
Community Coach	<ul style="list-style-type: none"> • 16 years or older • Have been working towards the following teaching accreditations for less than 12 months <ol style="list-style-type: none"> a) Swim Australia™ - Foundation Coach (or prior equivalent) or; b) AUSTSWIM Teacher of Towards Competitive Strokes • Hold a current Working With Children Check (WWCC) 	<ul style="list-style-type: none"> • Teach Club Swimmers
Technical Official	<ul style="list-style-type: none"> • 16 years or older • Completed <ol style="list-style-type: none"> a) Foundations of Officiating Workshop and practical assessment/s for desired officiating roles (or prior equivalent) b) Completed the Australian Sports Commission Community Officiating General Principles Course • Holds a current Working with Children Check (WWCC) 	<ul style="list-style-type: none"> • To act as Technical Official at SWA and Swimming Australia sanctioned competitions
Community Official	<ul style="list-style-type: none"> • 16 years or older • Have been working towards the Foundations of Officiating workshop 	<ul style="list-style-type: none"> • To act as Technical Official at Club Meets

Categories of Club Non-Swimmers	Requirements	Entitlement
	and/or practical assessment for less than 12 months. <ul style="list-style-type: none"> • Have or currently working towards completing the Australian Sports Commission Community Officiating General Principles Course • Hold a current Working With Children Check (WWCC) 	
Parent/Guardian	<ul style="list-style-type: none"> • Parent or guardian of a Club Swimmer 	<ul style="list-style-type: none"> • No swimming entitlements
Committee	<ul style="list-style-type: none"> • Committee member of a Club Member 	<ul style="list-style-type: none"> • No swimming entitlements
Dryland	<ul style="list-style-type: none"> • Support the Association's objectives 	<ul style="list-style-type: none"> • No swimming entitlements

4.6. Unattached Member

4.6.1. Approval required to become an Unattached Member

- (a) A Club Swimmer Member and a Club Non-Swimmer Member must be a member of the Member Club, unless they have approval from the Board to be an Unattached Member
- (b) If an individual is not a member of a Member Club, or ceases to be a member of a Member Club (including because their club ceases to be a Member Club), they may apply to become an Unattached Member (i.e., a member of SWA but not a member of any Club Member).
- (c) The application must be in writing and state the reasons for the application.
- (d) The Board has approved all Open Water Members being Unattached Members. This does not prevent an Open Water Club Swimmer Member from choosing to also being a member of a Member Club.
- (e) The categories of Unattached Member shall be consistent with categories of Club Swimmer Members and Club Non-Swimmer Members (e.g., Unattached Annual Club Swimmer to be consistent with Annual Club Swimmer)
- (f) Unattached Members shall pay the same fees as the equivalent category of Club Swimmer Member or Club Non-Swimmer Member
- (g) A person shall be eligible to apply to be an Unattached Member where they meet the requirements determined by the Board which will include:
 - the person lives more than 50km from any Member Club

- the person has made a complaint against the Member Club, or a member, employee, or volunteer of the Member Club, or there has been a complaint against the person.
- the person is an Open Water Member

4.7. Life Member

4.7.1. Eligibility

To become a Life Member a nominee must satisfy the following:

- Meet the eligibility requirements detailed in the table below.
- Be nominated on the prescribed form which is submitted to the CEO by the closing date each year determined by the CEO
- Have their nomination reviewed by the Honours and Awards Committee which shall consider the nomination and recommend to the Board whether the candidate should be approved by the Board
- The Board may accept or reject the proposal for a nominee to become a Life Member in their absolute discretion (including if not recommended by the Honours and Awards Committee).
- If the Board accepts the proposal for a nominee to become a Life Member, the nominee shall be put forward to the next AGM
- The AGM may approve the nominee becoming a Life Member by a simple majority.
- Any nominee approved by the AGM shall be issued with a SWA Life Members lapel pin. Production of this lapel pin shall admit the Life Member to all SWA competitions free of charge
- Life Members shall not be required to pay any membership fees
- Life Members are not required to be members of a Member Club

Life Member – Eligibility Requirements	
Objective	<p>The objective of Life Membership is to acknowledge the dedicated and selfless contribution of a person who has provided high quality volunteer service to SWA over an extended period of time.</p> <p>SWA seeks to acknowledge the achievements of these individuals, by extending to them an appropriate honour in recognition of their outstanding contribution to SWA.</p>
Criteria for Eligibility	<p>Nominations for Life Membership may be from any area of the sport of swimming in WA (e.g. Club Volunteer, Technical Official, Swimmer, Administrator, etc.), and any field of endeavour, age or gender or contribution to SWA.</p> <p>A nominee is eligible for nomination for Life Membership if they meet the following requirements:</p> <p>a) Service to swimming in Western Australia as:</p>

Life Member – Eligibility Requirements

- a) an administrator, technical official, coach or volunteer/supporter for a minimum of ten (10) years (not necessarily consecutive); or
- b) a swimmer who has competed as a member of the Australian Swimming Team for a minimum of five (5) years and also been actively involved in clinics or promotions organised by SWA.
- b) The nominee has made an outstanding contribution to the development of the sport of swimming in WA through their work with Swimmers, Technical Officials, Coaches and Administrators. Examples include:
 - a. Actively involved in the development of Swimmers, as a Coach, Administrator or Technical Official in the service of SWA, at a level considered elite or superior;
 - b. As a Coach, has brought SWA renown (in any sense) and has unselfishly and actively helped in the development of up-and-coming Coaches, at a level considered elite or superior;
 - c. As a Technical Official, has unselfishly and actively contributed to the development of new Officials through their work as an examiner, mentor and lecturer.
 - d. As an Administrator, has unselfishly and actively helped other Administrators at Regional and Club level in the development of the sport in an outstanding manner. Has also helped to coordinate the above development of Swimmers, Coaches and Technical Officials. Therefore, obtaining a high standing of SWA in Australia and the world.
 - e. As a Volunteer/ Supporter, has contributed significantly and beyond reasonable expectation in their support of SWA.
- c) All nominees must be considered to have enhanced the standing of SWA at State and/or National and/or international level through their excellent work.
- d) The above attributes are considered to be “above and beyond” what would be expected of the nominee in the normal function of their duties.
- e) The nominee must not be a person who would be ineligible to be a Director under section 39 of the Associations Incorporation Act 2015

4.8. Honorary Member

4.8.1. Eligibility

To become an Honorary Member a nominee must satisfy the following:

- (a) Meet the eligibility requirements detailed in the table below.
- (b) Be nominated on the prescribed form which is submitted to the CEO by the closing date determined by the CEO
- (c) Have their nomination reviewed by the Honours and Awards Committee which shall consider the nomination and recommend to the Board whether the candidate should be approved by the Board
- (d) The Board may accept or reject the proposal for a nominee to become a Honorary Member in their absolute discretion (including if not recommended by the Honours and Awards Committee.
- (e) Honorary Members shall not be required to pay any membership fees

Honorary Member – Eligibility Requirements	
Objective	The objective of Honorary Membership is to acknowledge the contribution of a person who has provided service to SWA as a swimmer.
Criteria for Eligibility	<ul style="list-style-type: none"> • Inductees into the SWA Hall of Fame • Inductees into the SWA Hall of Legends. • The nominee must not be a person who would be ineligible to be a Director under section 39 of the Associations Incorporation Act 2015

5. Form of membership application

5.1. Entity Member (Constitution clause 9.1)

An Entity Member may apply to become an Entity Member, or to renew membership using the Membership Application form approved by the CEO.

5.2. Individual Member (Constitution clause 9.2)

An Individual Members may apply to become an Individual Member, or to renew their membership, using an online enrolment system approved by the Board, and the information requested by this software will be the prescribed form (see clause 9.2(a) of the Constitution).

6. Renewal of membership

6.1. Renewal within 12 months of membership expiring

- (a) An Individual Member or Entity Member who applies to renew their membership within 12 months of their membership expiring, does not require approval of the Board, but must pay fees for the full season in order to renew.
- (b) A membership expires at the end of the Membership Year as defined in paragraph 8 of this policy.

6.2. Renewal after 12 months of membership expiring and transfers

- (a) An Individual Member or Entity Member whose membership has expired more than 12 months before they apply to renew their membership, is no longer a Member and must apply to become a new Member.
- (b) An Individual Member who has been a member of a Member Club in the last twelve months and wishes to join another Member Club must follow the transfer provision in paragraph 7.2 of this policy.

7. Individual members – multiple clubs

7.1. First and Second Claim Club Membership

- (a) A natural person must be an Individual Member of only one Member Club (**First Claim Membership**) unless they receive approval to be a Member of a second Member Club in accordance with this section
- (b) A natural person may not be a Member of more than two Member Clubs
- (c) A natural person may be a Member of second Member Club (**Second Claim Membership**) if they receive approval from the CEO based on the following criteria:
 - They are a member of a First Claim Member Club which is located close to their principal place of residence (being where they spend most time overnight)
 - They are unable to attend training with their First Claim Member Club because of reasons which could include:
 - School or work requirements,
 - The first Claim Clubs training program is interrupted, e.g. temporarily pool shutdowns or resignation of coach
 - The First and Second Claim Clubs provide consent, which shall not be unreasonably withheld.
- (d) A natural person may only retain as Second Claim Membership as long as the circumstances which justified this Second Claim Membership continue, and must advise the CEO of any such change.

7.2. Transfers

- (a) Any Individual Member of a Member Club (**Club of Origin**) may transfer their membership to another Member Club (**Destination Club**) if they meet the conditions of the following paragraphs.

- (b) The transfer process must be completed in accordance with the procedures specified in Swim Central for membership transfers.
- (c) If the Club of Origin has any outstanding fees owed by the individual, they are required to promptly notify SWA with the relevant details of the individual's family and provide evidence of the outstanding amount.
 - a.
 - b. SWA will suspend the swimmer's account until the arrears are paid in full or other arrangements are agreed and confirmed by the Club of Origin.
 - c. SWA will advise the Destination Club of the suspension and the requirement that the member should not be permitted to attend training or other club activities until the suspension has been lifted.
- (d) No more than three transfers are allowed in any Membership Year.

8. Membership year

The Board has determined in accordance with sections 10.2 and 10.3 of Constitution that the membership year for entity and individual members shall be as detailed in the following table.

Member category	Annual membership year
Entity Members	1 July to 30 June
Individual Members	1 October to 30 September

9. Membership Fees

9.1. Annual membership fees

- (a) Prior to the beginning of a membership year the Board shall determine the annual membership fees and any levies payable by Members
- (b) The annual membership fees and levies are set out in **Appendix B**.

9.2. Discount on membership fees

- (a) The CEO at their discretion, may provide a discount against selected Membership Categories. This discount shall only apply on one occasion for new membership applications.

Associated Documents

1. Swimming WA Constitution
2. Swimming WA Competition Policy
3. Swimming Australia National Integrity Framework

9.3. Version Control

Version	Issue Date	Approved By	Approval Date	Review Date
1.0	23 March 2023	Board	23 March 2023	2024
2.0	2 June 2023	Board	2 June 2023	2024
3.0	1 June 2024	Board	20 May 2024	Sept 2025
4.0	20 March 2025	Board	19 March 2025	March 2025
5.0	2 May 2025	Board	1 May 2025	May 2025

Appendix A - Annual Membership Affiliation Agreement (Entity Member)

1. Affiliation

In consideration for the Member Club agreeing to comply with the obligations in this agreement, SWA agrees that the Club Member will be affiliated with SWA for the period from 1 July 2025 to 30 June 2026 (Affiliation Period), subject to the terms of the SWA Constitution and SWA Policies.

2. Obligations of Member Club.

2.1. The Member Club agrees to:

- (a) Comply with Swimming Australia Ltd.'s Code of Conduct.
- (b) Club Committee Members will complete the Sport Integrity Australia online course Safeguarding Children and Young People in Sport Induction. This course is designed to help you understand Safeguarding Children and Young People in your sport, including the Children and Young people Safe Practices, and how to recognise and respond to possible breaches.
- (c) The Entity acknowledges a responsibility to resolve complaints and disputes involving them, or their members, and associated organisations or businesses effectively and per Swimming WA/Swimming Australia policies.
- (d) Co-brand the main club uniform t-shirt with the Swimming WA logo. Special team shirts or inaugural shirts that are not part of the main club kit are exempt.
- (e) Comply with the SWA Constitution, SWA Policies, and SWA Guidelines.
- (f) Comply with the Member Club's legal obligations.
- (g) Provide SWA with a copy of the Member Club's financial statements for the most recent year that ends before 30 June 2025 (e.g. 30 June 2024 or 30 September 2024).
- (h) Provide other supporting financial documents if requested by SWA.
- (i) Ensure that all the Member Club's committee members have a current 'Working with Children Check', unless exempted under the parent volunteer exemption.
- (j) Ensure that all of the Member Club's coaches or anyone providing coaching services to the Member Club are Coach Members, Foundation Coach Members, or Community Coach Members and that these coaches meet all of the requirements of these coach membership categories, as detailed in the SWA Membership Policy.
- (k) Comply with all reasonable directions of SWA, which may include providing SWA with documents, information and other details to demonstrate the Member Club's compliance with its own legal obligations and compliance with this Agreement.
- (l) Authorise SWA to use and disclose to any relevant bodies any of the Member Club's information that may be necessary to implement actions subject to the SWA Constitution, SWA Policies, or SWA Guidelines.
- (m) Authorise the Member Club's name and contact details to be published in official programmes, newsletters and/or website or other media material that SWA publishes.
- (n) Agree the Member Club will participate in Club Premierships (Metro Member Clubs) or Country Pennants (Regional Member Clubs).

Failure to comply may result in the rejection of Affiliation or provisional affiliation for a period of time.

3. Benefits for Member Club

3.1. The Member Club will receive the following benefits because of being affiliated with SWA;

- (a) Individual members of the Member Club are entitled to be members of SWA and Swimming Australia and to compete in SWA and Swimming Australia swim meets.
- (b) SWA is the owner of various trademarks (SWA Trademarks). SWA grants the Member Club a limited, non-exclusive license to use the SWA Trademarks within Australia, in connection with the Member Club's objectives and furtherance of the sport of swimming in Australia.
- (c) the Member Club, and individual members of the Member Clubs, are covered by Swimming Australia's National Insurance Program.

I have read, understood, acknowledge and agree to the above declaration.

On behalf of the Members of the _____ (name of Entity), I acknowledge that I have read, understood and agree to the declaration and conditions of Membership. I warrant that all information provided is true and correct.

We hereby apply for affiliation with Swimming WA for the 2024/25 season.

NAME: _____

POSITION: _____

SIGNATURE: _____ DATE: _____

Appendix B – Membership and transfer fees

Entity Members	July 2025 to June 2026 (Inclusive of GST)
Metropolitan Club Member	\$800
Regional 12m Operating Club Member	\$600
Regional 6m Operating Club Member	\$350
Provisional Member Club	\$550

Individual Members	October 2025 to September 2026 (Inclusive of GST)	Swimming Australia capitation fee (Inclusive of GST)	Total fees Inclusive of GST (Excluding Swim Central fee)
Annual Competitive	\$121	\$35.20	\$156.20
Seasonal Competitive (Oct – April) *6m Operating Club Members Only	\$102.30	\$19.80	\$122.10
Winter Competitive (April – Sept)	\$79.20	\$19.80	\$99
Annual Participation	\$74.80	\$19.80	\$94.60
Winter Participation (April – Sept)	\$38.50	\$19.80	\$58.30
Annual Junior Dolphin 5- 8 yrs	\$39.60	Nil	\$39.60
Annual Fitness	\$38.50	Nil	\$38.50
90-Day Training	\$55	Nil	\$55
Come 'n' Try 30 Days	Nil	Nil	Nil
Coach/Foundation/Community	\$11	Nil	\$11
Technical Official/Community Official	Nil	Nil	Nil
Committee Member	Nil	Nil	Nil
Parent/Guardian & Supporter	\$6.60	Nil	\$6.60

Transfer fees	October 2025 to September 2026 (Inclusive of GST & Excluding Swim Central)
Transfers (each transfer, per swimmer)	\$27
Second Claim Membership (per swimmer)	\$44